

City of Woodburn

Recreation and Park Board Minutes

February 8, 2011 • 6:30 p.m.



1. CALL TO ORDER

The meeting and was called to order at 6:30 p.m.

2. ROLL CALL

Position I Zandi Cox, Member (12/13)	Present
Position II (Student) vacant	
Position III Joseph Nicoletti, Board Secretary (12/13)	Present
Position IV Rosetta Wangerin, Board Chair (12/13)	Present
Position V Bruce Thomas, Member (12/13)	Present
Position VI Cheryl Shepherd, Member (12/11)	Present
Position VII vacant	

3. APPROVAL OF MINUTES FROM December 14, 2010

Joseph Nicoletti/Zandi Cox - Motion to accept the minutes as written. The motion passed unanimously.

4. BUSINESS FROM AUDIENCE

None.

5. OLD BUSINESS

Aquatic Center Update

Jim gave a brief history on why the City enlisted the services of Swim Essentials, Inc. and their principal, J.P. Moss. The Woodburn Aquatic Center Analysis, which was completed in September 2010, identified many operational deficiencies which led to the City Administrator signing an agreement with J.P. Moss, Swim Essentials, Inc. Jim reported that \$680,000 was spent last budget year on the Aquatic Center with 480,000 being subsidized through the city budget. Jim reinforced that the goal is to preserve and ensure quality programs and staff. Keenan, Interim Manager, had been looking at staffing levels and found the need to hire more staff. She is holding a life guard training this weekend with 16 people participating. Jim reported that during their early analysis, Swim Essentials determined that fee increases and restructuring of the fee schedule was necessary to maximize revenue generation. So, on February 24th a new fee schedule will be in effect. Some changes are; increased daily admission, elimination the annual 3 month pass and non-resident fees, increasing the "honored citizen" age from 55 to 60 and changing the "adult" fee age to 19 rather than 18. To ensure patrons who cannot afford the fee increases, the scholarship program has been expanded. Sponsors are also being sought to provide funds for the Help-A-Kid Program, which will enable low income youth to participate in aquatic programming. The new plan also provides more lap and recreational swim times while adding more dynamic programming. While monitoring the finances, Jim found \$11,000 was saved in January. Discussion took place addressing current patron concerns brought to Rosetta's attention this last month. Jim wanted everyone to realize that the changes being made to the

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Aquatic Center operations are not intended to make patrons feel uncomfortable and unwanted. They are being made to maximize efficiency that in turn will generate revenue. The Board stressed that customer service and a positive experience would be critical to the success of the Aquatic Center. The Board felt there needed to be a clear process for patrons to give feedback and suggestions. The consensus was to place a suggestion box on the front counter and post the manager/lead staff weekly work schedule for patron's convenience. They also suggested staff having a log book to record patron's comments and feedback. Jim asked that people please be patient and assured the Board that he would pass their comments on to the consultant. He stated that Focus Groups will soon be developed which would be an avenue for feedback and that customer service training is part of the plan. On February 28th, JP Moss will give a presentation to the City Council and Jim invited the Board to attend.

6. NEW BUSINESS

None.

7. DIVISION REPORTS FROM THE DEPARTMENT

Aquatics – no report was given.

Recreation – Stu Spence

Youth Sports – Youth Basketball in full swing with 230 kids participating.

Adult Sports – Men's League is in mid-season with 21 teams. New spring league adult basketball is planned March – May due to high demand.

Daddy Daughter Dinner Dance – Woodburn first Daddy, Daughter, Dinner and Dance will take place this Saturday at Wellspring. This formal event includes dinner, dessert, dancing, keepsake photos and has a Valentine's theme and will be a great evening out for all dads, uncles, grandpas and their significant other. This activity is for girls in Kindergarten – 6th grade, and the cost is \$25.00 a couple and \$12.00 for each extra person.

Woodburn Reads – Woodburn Reads! is a community-wide initiative that began in 2009 with a group of local stake holders that wanted to impact Woodburn's early literacy deficiencies. This year we are having a Five Million Page Challenge involving schools, city staff, Chamber members and Woodburn Public Library.

Active Adult Trips – These active adult trips remain very popular. I took 14 to Elephant Deli in Portland for lunch. Other trips this season include; Jonathan's in Salem, Dan & Louis Oyster Bar, STOMP and more.

Weed and Seed – Michele and I will be attending a national Neighborhood Works Institute in Los Angeles that will focus on neighborhood revitalization, youth engagement, community empowerment.

Boys and Girls Club – about 40 kids in attendance daily. Steering Committee is meeting next week. All day child care for \$1.00 is offered on non-school days for After School Club attendees at the Four Square Church. Fundraising has made it possible for 17 kids to attend Washington School After School Club. In April they will start the It Just Takes One campaign. The Boys and Girls Club will give a presentation at the February 14th City Council meeting.

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Discussion took place on baseball and soccer summer tournaments, annual sports agreements, concession stand use and park vendor's seasonal permits.

Parks and Facilities – Jim Row

Mill Creek Greenway – Jim reported that the wooden bridges and about 50 feet of trail were complete. The observation deck and trail around the pond would be completed in the spring.

Centennial Park – The construction contract ended, but still includes landscape maintenance until the end of May. Discussion took place on the storm drain system and pump failure that took place in December.

Out and About Activity Guide – The Out and About Activity Guide and the Administration's Quarterly Newsletter will now be combined, translated and distributed on a quarterly basis.

8. FUTURE BOARD BUSINESS

Annual Workshop

Discussion took place on the tentative date and time for the annual workshop. The decision was made to have the meeting on March 8th, starting at 5:30pm.

9. BOARD COMMENTS

Bruce Thomas

- Stated that 60 users were now in the Dog Park Face Book.
- There is a high demand for basketball courts in Woodburn. He stated that when the Skate Park was built, the existing basketball courts were removed and it was understood that they were to be replaced. As this was never completed, he would like them replaced in Settlemier Park. He would also like to see basketball courts, a dog park and tennis courts at Legion Park.
- Concern with kids playing soccer in the tennis courts. Jim agreed that this was problematic.
- Asked when the budget process was starting and wanted Jim to request money for needed basketball courts in the city parks.
- Asked if First Street was going to be closed for vendors during Music in the Park. Jim stated that he remembered access to electricity was the issue. He needed to meet with the Woodburn Chamber on the plans for the Summer Market at the Plaza.
- Asked about what planned activities there were for the Plaza this summer. Jim stated that besides the usual annual events, he had contacted the Aztec Dancers and they might practice there every Friday. Discussion took place on the importance of monitoring the sound level at activities.

Joseph Nicoletti

- Asked the progress of the two Wyffles Park project grants. Jim stated that he was waiting to hear from ODOT on the trails grant and the Land Water Conservation Grant was still being reviewed by the National Parks. He was recently informed that they were requiring the city to provide an actual boundary map of Settlemier Park

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before proceeding. He stated that he is working with public works to resolve this issue and hopes that it will be resolved before the end of spring.

- Suggested another tour of the city parks for newly appointed and current Board members. It was agreed to plan a field trip in March before the annual workshop.

Zandi Cox

- Stated the need for restrooms at city sponsored events at the Downtown Plaza. Jim assured her that restrooms are provided for all day city sponsored events but not at small seasonal activities that run 1-2 hours.
- Suggested Family Rates be considered for all recreation activities.

10. **ADJOURNMENT**

Adjournment was 8:15pm

Joseph Nicoletti, Board Secretary

Paulette Zastoupil, Recording Secretary

Date _____

Date _____